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Document No. 5 S-E-C-R-E-T

NO CHANGE in Class.

DECLASSIFIED

Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

4 February 1958

Auth: DDA REG. 77/1763

Date: 13 MAR 1978 [redacted]

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SPECIAL EDITION

25X1

MEMORANDUM FOR: Chief, Plans and Policy Staff

SUBJECT: Weekly Report #5
29 January - 4 February 1958
Assessment and Evaluation Staff

I. SIGNIFICANT ITEMS. None

II. OTHER ACTIVITIES.

A. Office of the Chief.

1. Chief, A&E made a presentation to the DD/S staff meeting on the assessment process.

2. Chief, A&E made a presentation on the findings of the study of ORR analysts [redacted] and the 15 to 20 senior personnel of ORR, [redacted]

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3. Chief, A&E held a discussion with [redacted] NSA concerning our mutual testing program. It was agreed that a cooperative arrangement would be continued in development of common tests, but that CIA would no longer use NSA testing centers. Further discussions will be held concerning the continued cooperation in the development of certain common tests to be used by both Agencies.

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B. Training Evaluation Branch.

1. [redacted] consultant, visited the Staff on Wednesday, Thursday, and Friday, 29-31 January 1958. After consultations with the Research Branch on Wednesday, he spent the remainder of his time reviewing the training support activities with TEB.

2. [redacted] FE, met with C/TEB on Friday seeking some guidance for a spotting and selection problem which exists within one of the FE projects. [redacted] will return for another discussion on Monday, 10 February, and it is anticipated that the Staff will be able to assist him in formulating some useful guidelines for the field.

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3. CH/OS discussed plans for Headquarters training with C/TEB on Monday.

[redacted]

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of evaluation material for the Operations course.

C. Assessment Branch.

1. A discussion of A&E findings was held with an employee in OCR who had been assessed for a long-term language and area program. Several weeks ago at a Qualifications Review Panel, it had been decided by C/LAS, and representatives from FE [redacted] OCR, as well as A&E, that an assignment in DDP, which would normally be an aftermath of the training, was not the most suitable. The desirability of placing him into the long training program without a fairly definite assignment possibility utilizing the training was questioned. The Panel decided not to recommend the training program. Currently both OCR personnel and the man himself are looking for suitable reassessments.

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2. Reassignment possibilities for an OTR instructor were discussed with Special Placement in Office of Personnel.

3. The probability of a young lady in DDP succeeding in the IOC was discussed with OTR Registrar. Her chances of performing satisfactorily or better in the course are considered quite good.

III. PERSONNEL NOTES.

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1. [redacted] on annual leave this week.

2. [redacted] is enrolled in the IOC.

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[redacted]
Chief, Assessment and Evaluation Staff

WEEKLY STATISTICAL REPORT
Assessment and Evaluation Staff
Week of 27 - 31 January 1958

A. Assessments

	No. Forwarded with Comment	Total Performed
1. Interpretive Reviews		
a. Applicant		
b. EOD		
c. PLA		
d. Career Management		
e. MEPT Panel		
		34
		TOTAL 34
2. Standard		
a. With individual tested		
b. With personnel officer, supervisor, etc.		
		28
		TOTAL 28
3. Special		
4. Intensive		
5. Interpretive Conference		
a. Standard		
1. With individual		
2. With personnel officer, supervisor, etc.		
		2
b. Special		
1. With individual		
2. With personnel officer, supervisor, etc.		
c. Intensive		
1. With individual		
2. With personnel officer, supervisor, etc.		
		1
		TOTAL 1

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A. Assessments (Continued)

6. Re-interpretation

a. Standard

1. With individual
2. With personnel officer, supervisor, etc.

b. Special

1. With individual
2. With personnel officer, supervisor, etc.

c. Intensive

1. With individual
2. With personnel officer, supervisor, etc.

TOTAL FOR ALL ASSESSMENTS

65

B. Training Evaluation Reports

1. Number of Interim Reports processed

2. Final Reports

Course	Number Forwarded	Number Standard Memos Prepared	Number Follow-up Memos Prepared
BCS - USSR (for FDD)	2		
Staybehind Operations #20	3		
Inter. Greek	3		
German Workshop - Reading	8		
TOTAL	16		

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C. Testing Operations

	No. Persons Tested	No. Tests Administered
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1. Professional Applicant Test Battery 26

a. General Applicants

1. Washington	<u>3</u>	<u>27</u>
2. Field	<u>0</u>	<u>0</u>

b. JOT Candidates

1. Washington	<u>5</u>	<u>45</u>
2. Field *	<u>18</u>	<u>136</u>

c. Other

<u>0</u>	<u>0</u>
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2. Professional Employee Test Battery 21

a. EOD	<u>0</u>	<u>0</u>
b. Pre-training	<u>39</u>	<u>228</u>
c. Internal JOT Applicants	<u>0</u>	<u>0</u>
d. Other	<u>2</u>	<u>24</u>

3. Clerical Applicant Test Battery 68

a. Washington	<u>21</u>	<u>73</u>
b. Field	<u>47</u>	<u>149</u>

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4. Clerical Employee Test Battery 6

<u>6</u>	<u>6</u>	<u>30</u>
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5. Foreign Language Aptitude Test 17

<u>17</u>	<u>17</u>	<u>136</u>
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6. IOC Waiver Test 1

<u>1</u>	<u>1</u>	<u>1</u>
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7. Other 0

<u>0</u>	<u>0</u>	<u>0</u>
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TOTAL	<u>139</u>	<u>139</u>	<u>849</u>
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* Includes periods prior to current week.

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